



CITY OF
MONASH

MINUTES

MEETING OF COUNCIL

HELD ON

TUESDAY 16 DECEMBER 2025

at 7:00 PM

COUNCIL CHAMBER

CIVIC CENTRE, 293 SPRINGVALE ROAD, GLEN WAVERLEY

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1 ACKNOWLEDGEMENT OF COUNTRY

Monash Council acknowledges the Traditional Owners of the lands on which we meet, the Wurundjeri Woi Wurrung and Bunurong People, and recognises their continuing connection to the land and waterways.

We pay our respects to their Elders past, present and emerging and extend this to all Aboriginal and Torres Strait Islander People.

2 PRESENT AND APOLOGIES

PRESENT

Councillors: S James (Mayor), E Lee (Deputy Mayor), A de Silva, J Fergeus, P Klisaris, G Lake, B Little, N Luo, S McCluskey, R Paterson.

Officers: A Diamond, V Blackman, J Doake, I Kelly, P Panagakos, T Scicluna, S Wickes, C Aslanidis, G Budhiraja.

APOLOGIES

Councillor: C Little

3 DISCLOSURES OF INTEREST

Cr Fergeus declared a General Conflict of Interest for:

- Item 7.3.3 Councillor Development Policy and Program

4 CONFIRMATION OF MINUTES

Moved: Cr Klisaris

Seconded: Cr Luo

MOTION

That the minutes of the following meeting be taken as read and confirmed:

- **Meeting of Council held on 11 November 2025**
- **Meeting of Council held on 25 November 2025**

CARRIED

5 RECEPTION AND READING OF PETITIONS, JOINT LETTERS AND MEMORIALS

Cr Klisaris and Cr Fergus paid tribute to victims of the recent terrorist attack in Bondi that occurred on Sunday 14 December 2025.

6 PUBLIC QUESTION TIME

The Mayor advised that no public questions had been received.

7 OFFICERS' REPORTS

7.1 City Development

7.1.1 TOWN PLANNING SCHEDULE

Moved: Cr McCluskey Seconded: Cr Klisaris

MOTION

That Council notes the report containing the Town Planning Schedules.

CARRIED

7.1.2 TPA/57008 - 30 BRANDON PARK DRIVE WHEELERS HILL - CONSTRUCTION OF 37 DWELLINGS ON A LOT GENERALLY IN ACCORDANCE WITH THE APPROVED DEVELOPMENT PLAN

Moved: Cr Luo Seconded: Cr B Little

MOTION

That Council resolves to Grant a Planning Permit TPA/57008 for the construction of thirty-seven (37) dwellings generally in accordance with the Development Plan at 30 Brandon Park Drive, Wheelers Hill subject to the following conditions:

Amended Plans Required

1. Before the development starts, amended plans drawn to scale and correctly dimensioned must be submitted to the satisfaction of and approved by the Responsible Authority. When approved, the plans will be endorsed and then form part of the Permit. The plans must be generally in accordance with the plans submitted to Council prepared by Rothelowman, dated 29 October 2025 (Revision P2) but modified to show:
 - a) Tandem garages associated with Lots 19-22 to meet the internal requirements of Clause 52.06-9 of the Monash Planning Scheme (11.4 metres internal length) whilst ensuring that the dwellings continue to maintain compliance with Standard B2-3 of Clause 55.02-3 of the Monash Planning Scheme;
 - b) A materials schedule legend to be provided on elevation plans;
 - c) Ground and first floor wall heights and overall maximum heights of each dwelling dimensioned on elevation plans and section diagrams, measured from natural ground level;
 - d) Section diagrams to detail the Lot number being represented;
 - e) Front fencing within 3 metres of Brandon Park Drive to be a maximum of 1.5 metres in height;
 - f) The 1.8m high metal railing fencing surrounding the open spaces of Lots 1-18 to be a 'minimum' of 25% transparency;
 - g) The location of all meter boxes (including electrical) to be clearly shown and labelled within a legend;
 - h) A notation that any excavation proposed within 1.9m of the Council street tree (Tree No.48), must use hand methods must to locate, expose and cleanly remove any roots on the line of excavation. It is not acceptable for roots within the TPZ to be 'pruned' or removed with machinery such as backhoes or excavators. No roots are to be cut or pruned within the SRZ (AS 4970-2009 Protection of trees on development sites);
 - i) A notation that the proposed permeable paving within the Tree Protection Zones of Trees 36, 37 and 38 to be constructed above natural surface level to protect roots of the trees. The remaining section of permeable path could be installed at natural ground level;
 - j) A landscape plan in accordance with Condition 4 of this Permit; and
 - k) A Tree Protection Plan in accordance with Condition 5 of this Permit.

All to the satisfaction of the Responsible Authority.

Layout not to be Altered

2. The development as shown on the endorsed plans must not be altered without the prior written consent of the Responsible Authority.

Compliance with documents approved under this permit

3. At all times what the permit allows must be carried out in accordance with the requirements of any document approved under this permit to the satisfaction of the responsible authority.

Landscape Plan

4. Concurrent with the endorsement of any plans requested pursuant to Condition 1, a landscape plan prepared by a Landscape Architect or a suitably qualified or experienced landscape designer, drawn to scale and dimensioned must be submitted to and approved by the Responsible Authority. When endorsed, the plan will form part of the Permit. The Landscape Plan must be generally in accordance with the Landscape Concept Plan prepared by CDA Design Group, dated 3 November 2025 (Revision B) except that the plan must be modified to show:
- a) Understorey (shrub) planting to be clearly depicted graphically;
 - b) The permeable paving within the rear yard of Lot 24 to be reduced as much as practicable; and
 - c) Material of proposed communal walkway to be detailed.
 - d) Any landscape requirements of Condition 1 of this permit.

When approved the plan will be endorsed and will then form part of the permit.

Tree Protection Plan

5. Concurrent with the submission of amended plans required by Condition 1 and prior to any demolition or site works, a Tree Protection Plan (TPP) must be submitted to and approved by the Responsible Authority. The TPP must be prepared by a suitably qualified and experienced Arborist and must set out recommendations and requirements in relation to the management and maintenance of Tree Nos. 7, 36, 37, 38, 39, 40, 45 and 48 (as identified on the development plans).

The TPP must be approved by the Responsible Authority prior to the commencement of any works, including demolition and/or levelling of the site. The TPP must make specific recommendations in accordance with the Australian Standard AS4970:2025 - Protection of Trees on Development Sites and detail the following to the satisfaction of the Responsible Authority ensuring the trees to be retained remain healthy and viable during construction:

- a) A Tree Protection Plan drawn to scale that shows:
 - i) Tree protection zones (TPZ), Notional root zones (NRZ) and structural root zones (SRZ) of all trees to be retained,
 - ii) All tree protection fenced off areas and areas where ground protection systems will be used;
 - iii) The type of footings within any tree protection zones;
 - iv) Any services to be located within the notional root zone and a notation stating all services will either be located outside of the tree protection zone, bored under the tree protection zone, or installed using hydro excavation under the supervision of the Project Arborist; and
 - v) A notation to refer to the Tree Protection Plan for specific detail on what actions are required within the tree protection zones.
- b) Details of how the root system of any tree to be retained will be managed. This must detail any initial non-destructive trenching and pruning of any roots required to be undertaken by the Project Arborist.

- c) **Supervision timetable and certification of tree management activities required by the Project Arborist to the satisfaction of the responsible authority; and**
- d) **Any remedial pruning works required to be performed on tree canopies located within subject site. The pruning comments must reference Australian Standards 4970:2025, Pruning of Amenity Trees and a detailed photographic diagram specifying what pruning will occur.**

The recommendations contained in the approved tree protection plan must be implemented to the satisfaction of the Responsible Authority.

Waste Management Plan

- 6. **The provisions, recommendations and requirements of the endorsed Waste Management Plan prepared by One Mile Grid must be implemented and complied with to the satisfaction of the Responsible Authority.**

Construction Management Plan

- 7. **Prior to the commencement of any site works (including excavation), a Construction Management Plan (CMP) must be submitted and approved by the Responsible Authority. A CMP may be provided for civil works with secondary subsequent CMP for development. No works are permitted to occur until a Plan has been endorsed by the Responsible Authority for the relevant works. Once endorsed, the CMP(s) will form part of the permit and must be implemented to the satisfaction of the Responsible Authority. Each CMP must address the following issues:**
 - a) **Appropriate measures to control noise, dust and water and sediment laden runoff;**
 - b) **Appropriate measures for the prevention of silt or other pollutants from entering into the Council's underground drainage system or road network;**
 - c) **Appropriate measures relating to removal of hazardous or dangerous material from the site, where applicable;**
 - d) **A plan showing the location and design of a vehicle wash-down bay for construction vehicles on the site so as to prevent material leaving the site and being deposited on Council's road network;**
 - e) **A program for the cleaning and maintaining surrounding road surfaces;**
 - f) **A site plan showing the location of any site sheds, on-site amenities, building waste storage and the like, noting that Council does not support the siting of site sheds within Council road reserves;**
 - g) **Measures to provide for public Safety and site security;**
 - h) **A plan showing the location of parking areas for construction and sub-contractors' vehicles on and surrounding the site, to ensure that vehicles associated with construction activity cause minimum disruption to surrounding premises. Any basement car park on the land must be made available for use by sub-constructors/tradespersons upon completion of such areas, without delay;**
 - i) **A Traffic Management Plan showing truck routes to and from the site;**
 - j) **A swept path analysis demonstrating the ability for trucks to enter and exit the site in a safe manner for the largest anticipated truck associated with the construction;**

- k) Appropriate measures to ensure that sub-contractors/tradespersons operating on the site are aware of and adhere to the requirements of the CMP;
- l) The provision of contact details of key construction site staff; and
- m) Include a requirement that except with the prior written consent of the Responsible Authority, a requirement that demolition, excavation or construction works must only be carried out during the following hours:
 - Monday to Friday (inclusive) – 7.00am to 6.00pm;
 - Saturday – 9.00am to 1.00pm;
 - Saturday – 1.00pm to 5.00pm (Only activities associated with the erection of buildings that does not exceed the EPA guidelines)
 - No works are permitted on Sundays or Public Holidays.

The provisions, recommendations and requirements of the endorsed Construction Management Plan must be implemented and complied with by all contractors to the satisfaction of the Responsible Authority.

Sustainable Design Assessment

8. The Sustainable Design Assessment prepared by Melbourne Sustainability Consultants dated 3 March 2025 will be endorsed as part of the planning permit and the development must incorporate the sustainable design initiatives outlined in the Sustainable Design Assessment to the satisfaction of the Responsible Authority.

Service Location

9. Any required fire services, electricity supply, gas and water meter boxes must be discreetly located and/or screened to compliment the development to the satisfaction of the Responsible Authority. Any required services must be clearly detailed on endorsed plans forming part of this permit.

Ongoing Architect Involvement

10. As part of the ongoing consultant team, Rothelowman Architects or an architectural firm which is acknowledged to have comparable skill and expertise to the satisfaction of the Responsible Authority must be engaged to:
 - a) oversee design and construction of the development; and
 - b) ensure the design quality and appearance of the development is realised as shown in the endorsed plans or otherwise to the satisfaction of the Responsible Authority.

Landscaping Before Commencement of Use

11. Before the occupation of any of the buildings allowed by this permit, landscaping works as shown on the endorsed plans must be completed to the satisfaction of the Responsible Authority and thereafter maintained to the satisfaction of the Responsible Authority.

Landscaping Maintenance

12. All landscaping works shown on the endorsed landscape plan(s) must be maintained and any dead, diseased or damaged plants replaced, all to the satisfaction of the Responsible Authority.

Trees to be protected

- 13. All trees specified in the endorsed Tree Protection Plan are to be protected and maintained in accordance with the recommendations set out in the report, to the satisfaction of the Responsible Authority.**

Vegetation Retention

- 14. All existing vegetation shown on the endorsed plans must be suitably marked before any development starts on the site and that vegetation must not be removed, destroyed or lopped without the written consent of the Responsible Authority.**

Supervision of works by arborist

- 15. All buildings and works within the Tree Protection Zone and Critical Root Zone as specified in the endorsed arborist report must be supervised by a suitably qualified and experienced arborist, to the satisfaction of the Responsible Authority.**

Access to Public Open Space

- 16. No direct access is permitted from the development to the public open space to the north of the site, unless with the written approval of the responsible authority.**

Car Parking and Driveways to be Constructed

- 17. Before the use starts or any building is occupied, areas set aside for parked vehicles and access lanes as shown on the endorsed plans must be:
 - a) constructed to the satisfaction of the Responsible Authority;**
 - b) properly formed to such levels that they can be used in accordance with the plans;**
 - c) surfaced with an all-weather sealcoat to the satisfaction of the Responsible Authority;**
 - d) drained, maintained and not used for any other purpose to the satisfaction of the Responsible Authority;**
 - e) line-marked to indicate each car space and all access lanes to the satisfaction of the Responsible Authority.****

Parking areas and access lanes must be kept available for these purposes at all times.

Use of car parking spaces and driveways

- 18. Car spaces, access lanes and driveways shown on the endorsed plans must not be used for any other purpose, to the satisfaction of the Responsible Authority.**

Vehicle Crossovers

- 19. Any new vehicle crossover or modification to an existing vehicle crossover must be constructed to the satisfaction of the Responsible Authority.**

Drainage

- 20. The site must be drained to the satisfaction of the Responsible Authority. Stormwater must be directed to the Point of Connection as detailed in the Legal Point of Discharge report. Stormwater must not be allowed to flow into adjoining properties including the road reserve.**
- 21. No polluted and/or sediment laden stormwater runoff is to be discharged directly or indirectly into Council's drains or watercourses during and after development, to the satisfaction of the Responsible Authority.**

22. Stormwater is to be detained on site to the predevelopment level of peak stormwater discharge. The design of any internal detention system is to be approved by Council's Engineering Department prior to any stormwater drainage works commencing.
23. A plan detailing the stormwater drainage and civil works must be submitted to and approved by the Engineering Department prior to the commencement of any works. The plans are to show sufficient information to determine that the drainage and civil works will meet all drainage requirements of this permit.

Privacy screens

24. Prior to the occupancy of the development, all screening and other measures to prevent overlooking as shown on the endorsed plans must be installed to the satisfaction of the Responsible Authority. Once installed, the screening and other measures must be maintained ongoing to the satisfaction of the Responsible Authority. The use of obscure film fixed to transparent glass or windows is not considered to be 'obscure glazing' or an appropriate response to screen overlooking.

Residential Reticulated Gas Service Connections

25. Any new dwelling allowed by this permit must not be connected to a reticulated gas service (within the meaning of clause 53.03 of the relevant planning scheme). This condition continues to have force and effect after the development authorised by this permit has been completed.

Time for Starting and Completion

26. In accordance with section 68 of the *Planning and Environment Act 1987*, this permit will expire if one of the following circumstances applies:

- a) The development is not started before 2 years from the date of issue.
- b) The development is not completed before 4 years from the date of issue.

In accordance with section 69 of the *Planning and Environment Act 1987*, the responsible authority may extend the periods referred to if a request is made in writing before the permit expires, or

- i) within six (6) months afterwards if the development has not commenced; or
- ii) within twelve (12) months afterwards if the development has not been completed.

Council and the Victorian Civil and Administrative Tribunal are unable to approve requests outside of the relevant time frame.

NOTES

- A. Building Permit approval for the works must be obtained prior to the commencement of the approved works.
- B. Any request for a variation of this Permit shall be lodged with the relevant fee as determined under the Planning & Environment (Fees) Regulations 2016.
- C. Any residents of the approved development will not be entitled to car parking permits for on street car parking.

- D. An Asset Protection Permit may be required (and if required, must be obtained prior to works commencing) from Council's Engineering Department for the protection of public assets and infrastructure prior to any works commencing on the land.
- E. Engineering permits must be obtained for new or altered or removal of vehicle crossings, works within the Road Reserve and for stormwater connections and these works are to be inspected by Council.
- F. No work must be commenced in, on, under or over the road reserve without having first obtaining all necessary approval under the Road Management Act 2004, the Road Safety Act 1986, and any other relevant acts or regulations created under those Acts.
- G. The full cost of reinstatement of any Council assets affected by the demolition, building or construction works, must be met by the permit applicant or any other person responsible for such works, to the satisfaction of the Responsible Authority.
- H. The design parameters for the internal detention system are to be obtained from Council's Engineering Department (mail@monash.vic.gov.au). In some circumstances a drainage contribution may be accepted in lieu of a detention system. This drainage contribution is based on the proposed hard surfaced areas and is calculated at the time of the drainage plan approval.
- I. A drainage contribution may be accepted in lieu of a detention system. The contribution is based on the hard surfaced areas and is calculated at the time of the drainage plan approval.

CARRIED

7.1.3 MONASH BOULEVARDS UDF IMPLEMENTATION - AMENDMENT C172 - CONSIDERATION OF PANEL REPORT AND ADOPTION

Moved: Cr Paterson

Seconded: Cr Luo

MOTION

That Council

1. Notes the Panel Report for Monash Planning Scheme Amendment C172 as contained at Attachment 1 to the report.
2. Having considered the Panel Report and in accordance with Recommendation 5, removes land at 1887-1889 Dandenong Road and 135 Clayton Road, Oakleigh East from Amendment C172 as those properties are now with the Suburban Rail Loop East Monash Structure Plan Area.
3. Notes that the Panel supports Amendment C172 overall and recommends that Council adopt the Amendment generally as exhibited with the minor changes recommended by the Panel Report.
4. Having considered the Panel Report under s27 of the *Planning and Environment Act 1987*, adopts Amendment C172 in accordance with s29(1) of the Act with the changes set out in

this report and submits the adopted amendment to the Minister for Planning for approval in accordance with s31(1) of the Act.

5. Writes to all submitters to the Amendment advising of Council's decision to adopt Amendment C172.

CARRIED

7.2 Community Services

Nil.

7.3 Corporate Services

7.3.1 SUPPLY OF MICROSOFT LICENSES AND AZURE CREDITS

Moved: Cr Paterson Seconded: Cr Luo

MOTION

That Council

1. Approves access to the Victorian Government Department of Government Services, State Purchasing Contract (SPC), DPC-ICT-04-2020 Microsoft Enterprise Agreement (EA) for the Supply of Microsoft Licensing and Azure Credits, under Council Contract 2026028, with services delivered through the appointed reseller, as a schedule of rates-based contract with an estimated contract value of \$3,501,000 (inclusive of a \$319,000 contingency);
2. Authorises the Chief Executive Officer or their delegate to execute the contract agreement;
3. Notes that the contract is for a term of two years, which will commence on 1 April 2026 and conclude on 31 March 2028, and the contract has no extension options; and
4. Notes that the estimated schedule of rates-based contract values outlined above are based on historical expenditure and anticipated future spend, incorporating allowances for inflation and projected growth (please refer to the financial section for more information).

(Please note that all dollar figures are exclusive of GST unless stated otherwise).

CARRIED

7.3.2 INFORMAL MEETING OF COUNCILLORS RECORDS

Moved: Cr Fergeus Seconded: Cr Lee

MOTION

That Council notes the records of Informal Meetings of Councillors as attached to this report.

CARRIED

Meeting Note:

- Cr Fergeus left the meeting at 7.11PM, after having declared a conflict of interest in Item 7.3.3 as he is the President of the Municipal Association of Victoria (MAV), Cr Fergeus left the meeting prior to discussion and did not participate in voting on this item.

7.3.3 COUNCILLOR DEVELOPMENT POLICY AND PROGRAM

Moved: Cr Lee Seconded: Cr B Little

MOTION

That Council endorses the Councillor Professional Development Policy as provided in Attachment 1 to this report.

CARRIED

Meeting Note:

- Cr Fergeus returned to the meeting at 7.12PM.

7.4 City Services

7.4.1 REVIEW OF COUNCIL'S ENVIRONMENTALLY SUSTAINABLE DESIGN POLICY

Moved: Cr Paterson Seconded: Cr Klisaris

MOTION

That Council

1. Endorses the reviewed and amended Environmentally Sustainable Design (ESD) Policy for Council Buildings and Infrastructure and
2. Notes that once endorsed, the ESD Policy will be applied to all future Council projects.

CARRIED

7.4.2 ZERO NET CARBON ACTION PLAN - FINAL PROGRESS REPORT 2024-25

Moved: Cr Klisaris Seconded: Cr Lee

MOTION

That Council

1. Notes the achievement of Council's net zero emissions commitment and
2. Notes the final Progress Report on the Zero Net Carbon Action Plan (ZNCAP, endorsed August 2020).

CARRIED

7.4.3 2025139: ROAD RECONSTRUCTION AT HOTHAM STREET, HUGHESDALE

Moved: Cr McCluskey Seconded: Cr Luo

MOTION

That Council

1. Awards the tender from Etheredge Mintern Pty Ltd for Hotham Street, Hughesdale Road Reconstruction, Contract No. 2025139 for a Fixed Lump Sum of \$1,998,663.95 with an extra \$200,000 for Contingencies.
2. Authorises the Chief Executive Officer or their delegate to execute the contract agreement.

3. Notes that the anticipated contract commencement date is 5 January 2026 and the expected completion date is July 2026 and
4. Notes that the total anticipated project expenditure including the contract Fixed Lump Sum, Service Authority Relocation Costs and Project Management Fees is \$2,128,663.95 with an extra \$200,000 for Contingencies.

Please note that all dollar figures are GST exclusive unless stated otherwise.

CARRIED

7.4.4 2026024: SUBSTATION BUILDING CONSTRUCTION AND GENERATOR RELOCATION - GLEN WAVERLEY CIVIC CENTRE

Moved: Cr Paterson Seconded: Cr Lee

MOTION

That Council

1. Awards the tender from FIMMA Constructions Pty Ltd for Substation Building Construction and Generator Relocation - Glen Waverley Civic Centre, Contract No. 2026024 for a fixed Lump Sum of \$2,279,847.61 with an extra \$230,000 for Contingencies.
2. Authorises the Chief Executive Officer or their delegate to execute the contract agreement.
3. Approves the additional funding of \$2,809,847.61 required to deliver the early works package in the 2025/26 Financial Year.
4. Notes that the anticipated contract commencement date is late January 2026 and the expected completion date is late June 2026 and
5. Notes that the total anticipated project expenditure including the contract Fixed Lump Sum and Utility Authority Fees is \$2,579,847.61 with an extra \$230,000 for Contingencies.

Please note that all dollar figures are GST exclusive unless stated otherwise.

CARRIED

7.5 Chief Executive Officer

7.5.1 2025123 TEMPORARY AND PERMANENT RECRUITMENT SERVICES

Moved: Cr Klisaris

Seconded: Cr B Little

MOTION

That Council

1. Approves access to the Procurement Australia Contract 2712/0652 Temporary and Permanent Recruitment Services for provision of Temporary and Permanent Recruitment Services, under Council Contract No. 2025123 for a schedule of rates based contract with an estimated annual contract value of \$2,500,000 and an estimated total contract value of \$12,500,000 inclusive of all available extension options.
2. Authorises the Chief Executive Officer or their delegate to execute the contract agreement.
3. Authorises the Chief Executive Officer to approve extension options subject to Procurement Australia extension approval and satisfactory performance for the City of Monash.
4. Notes that the contract initial term starts on 1/1/2026 and ends on 31/12/2028 (three years) and the contract also has two (2) separate extension options of one (1) year each; and
5. Notes that the estimated schedule of rates contract values stated above are based on historical and anticipated future spend, including an allowance for attrition, inflation and growth (please refer to Financial section for more information).

(Please note that all dollar figures are GST exclusive unless stated otherwise).

CARRIED

8 NOTICES OF MOTION

Nil.

9 URGENT BUSINESS

Nil.

10 CONSIDERATION OF WRITTEN REPORTS OF COMMITTEES

Nil.

11 PERSONAL EXPLANATIONS

Nil.

12 COUNCILLORS' REPORTS

Cr de Silva shared comments on:

- Recent terrorist attack in Bondi on Sunday and extended her condolences and support to the Jewish Community.
- Floods in Sri Lanka and expressed her support to the Sri Lankan community.
- VLGA Gender Equality Council Champion Award received by the Council and acknowledged the efforts of the Community Services team.

Cr Lee shared comments on:

- Recent terrorist attack in Bondi on Sunday and extended her condolences and support to the Jewish Community.
- Monash SES awards night and presented the recognition plaque awarded to Council.

13 CONFIDENTIAL BUSINESS

Nil.

14 MEETING CLOSURE

The Mayor declared the meeting closed at 7.26PM.



MAYOR:

DATED: 27 January 2026